



November 18, 2013

DUE BY FEBRUARY 1, 2014
ONLY IF OFFERING CHOICE
SUMMER SCHOOL

Dear Choice Administrator:

Private schools participating in the Private School Choice Programs (PSCP) may be eligible to receive a state aid payment for providing allowable summer school instruction to choice eligible students. Please note the funding for summer school has changed beginning with 2014 summer school. Schools will receive a per pupil payment of 5% of the maximum voucher amount for each eligible choice pupil that attends summer school. A participating private school may receive a per pupil payment for eligible choice pupils that attend summer school if the following are satisfied:

1. The private school offers no fewer than 19 summer days of instruction during the summer;
2. Each summer day of instruction offered by the private school is comprised of no fewer than 270 minutes of instruction; and
3. Each pupil for whom the private school seeks payment attends no fewer than 15 days of summer instruction at the private school.

Schools will be required to submit a summer school report by October 15. If your school is considering seeking choice state aid payments for eligible summer school instruction the following information must be provided to the Department of Public Instruction by the specified dates.

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| May 1, 2014: | New schools submit a copy of the school's certificate of occupancy if not already submitted to DPI. New schools must submit a copy of the school's certificate of insurance or other evidence of the school having obtained the minimum insurance coverage required by the program. New schools must obtain a fidelity bond as required under the program. New schools must provide documentation of preaccreditation. |
| May 15, 2014: | Submit a list and description of the school's summer instruction that will be attended by choice eligible pupils and counted for state aid purposes. |
| October 15, 2014: | Submit the summer school program report. (The form will be sent to those schools that have timely submitted an intent to offer a choice summer school program and a list of allowable summer school instruction.) |

If you have questions concerning this letter, please contact me [phone: (608) 266-8066, fax: (608) 267-9207, email: Latoya.Holiday@dpi.wi.gov]

Sincerely,

Latoya Holiday, Consultant
Private School Choice Programs

If your school is interested in offering choice summer school instruction for the 2014-15 school year (summer of 2014) please return this form by February 1, 2014 to Latoya Holiday via mail, email or fax.

School Name: _____

Choice Administrator & Email Address: _____